

## CalATERS-Global Expense Summary

### REPORT INFORMATION

**Name** Marcy J Mandel  
**Expense Dates** 03/11/14-03/12/14  
**Form ID** TEA000313641  
**Approver** Richard J Chivaro  
**Start Date/Time** 03/11/14 / 0855  
**End Date/Time** 03/12/14 / 2150  
**Trip Location** Sacramento  
**Purpose of Trip** Official SCO business. Mtgs at BOE.  
**Authorization #/ Trip #** 3/12 -- FTR mto /

### REPORT TOTALS

**Report Total** 674.82 USD  
**Department Paid** 482.87 USD  
**Advance Schedule Amount** 0.00 USD  
**Amount Due Employee** 191.95 USD

**\*\* Charges are in USD unless otherwise noted**

### EXPENSE DATA SUMMARY

Date	Expense Item	Amount	Payment Type	Country	Ex. Rate	Charge to	USD
03/11/14	Airfare - Commercial	213.73	Department Paid	United States (US	1.00		213.73
03/11/14	Lodging	107.90	Cash	United States (US	1.00		107.90
03/11/14	Lunch	11.00	Cash	United States (US	1.00		11.00
03/11/14	Incidentals	5.00	Cash	United States (US	1.00		5.00
03/11/14	Personal Auto Mileage	5.60	Cash	United States (US	1.00		5.60
03/11/14	Parking, Auto	8.00	Cash	United States (US	1.00		8.00
03/12/14	Airfare - Commercial	192.00	Department Paid	United States (US	1.00		192.00
03/12/14	Lunch	11.00	Cash	United States (US	1.00		11.00
03/12/14	Dinner	23.00	Cash	United States (US	1.00		23.00
03/12/14	Personal Auto Mileage	5.60	Cash	United States (US	1.00		5.60
03/12/14	Auto/Car Rental	77.14	Department Paid	United States (US	1.00		77.14
03/12/14	Gasoline	6.85	Cash	United States (US	1.00		6.85
03/12/14	Parking, Auto	8.00	Cash	United States (US	1.00		8.00

### Expense Sub-Totals

Auto/Car Rental 77.14  
 Airfare - Commercial 405.73  
     Gasoline 6.85  
     Parking, Auto 16.00  
     Dinner 23.00  
     Lunch 22.00  
     Incidentals 5.00  
     Lodging 107.90  
 Personal Auto Mileage 11.20

### Review Items - Exceptions and Questions

Text	Response	Policy
Approvers should verify lodging was obtained in a designated high cost county.		46new

**CalATERS-Global  
Expense Summary**

Did you obtain prior written approval to exceed the maximum allowed?

No PML #2013-26.

#46a DPA  
required - Lodgin

**CalATERS-Global  
Expense and Miscellaneous Detail**

EXPENSE DETAIL SUMMARY						
Date	Expense Item	Amount	Expense is	Purpose	Category	Receipt Required
03/11/14	Airfare - Commercial	213.73	Reimbursable			Yes
03/11/14	Lodging	107.90	Reimbursable			Yes
03/11/14	Lunch	11.00	Reimbursable			No
03/11/14	Incidentals	5.00	Reimbursable			No
03/11/14	Personal Auto Mileage	5.60	Reimbursable			No
03/11/14	Parking, Auto	8.00	Reimbursable			No
03/12/14	Airfare - Commercial	192.00	Reimbursable			Yes
03/12/14	Lunch	11.00	Reimbursable			No
03/12/14	Dinner	23.00	Reimbursable			No
03/12/14	Personal Auto Mileage	5.60	Reimbursable			No
03/12/14	Auto/Car Rental	77.14	Reimbursable			Yes
03/12/14	Gasoline	6.85	Reimbursable			Yes
03/12/14	Parking, Auto	8.00	Reimbursable			No

**Cars used for Business Travel**

Vehicle Type: Personal Auto Mileage